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STANDARD FORM NO. 04

Office Memorandum • UNITED STATES GOVERNMENT

TO   :   Director of Training

DATE: 1 October 1953

FROM   :   Chief, Junior Officer Training Division

SUBJECT: Weekly Progress Report   --   25 September - 1 October 1953

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1. J.O.T. [ ] has been temporarily attached to ORR for on-the-desk training.

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J.O.T. [ ] has been temporarily attached to WE [ ] for on-the-desk training.

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J.O.T. [ ] has been temporarily attached to the PM Staff for on-the-desk training.

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2. Lt. [ ] has spent some time interviewing officers on the O.C.S. Program who have returned to the Agency, thereby learning something about their work and familiarizing himself with the Agency as well as gaining information about their progress and setting up good relationships between them and this office.

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3. [ ] has been completed and a full report transmitted to the Director of Training.

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25X1   4. [ ] has EOD'd with a Full clearance and [ ] has come on board with a Provisional clearance.

5. Arrangements are in process to

a) arrange specific dates for testing J.O.T. candidates by the A&E Staff in various cities during the fall.

b) determine the suitability of training certain recruiters to administer A&E tests under specific conditions at various times in order to allow greater flexibility in the testing program and to reduce the time between the receipt of the candidates files in J.O.T.D. and their testing and making the final decisions on their acceptability.

c) complete the detailed scheduled for the indoctrination of about twelve college consultants who will spend the week of 2 Nov. in Washington.

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e) set up in advance a firm schedule for processing J.O.T.'s which will include full assessment by the A&E Staff, thus providing ample time for the assessment reports to be written up before graduation from B.I.C. and eliminating the waiting period now necessary as a result of holding the assessment after graduation of B.I.C.

f) obtaining a waiver so that Mr. [ ] enter Officer Candidate School in either the Navy or the Army, preferably the former, and thus make him available for joining the staff of the B.I.C. at the earliest opportunity, and at the same time complying with his draft obligation. Thus far considerable difficulty has been experienced, and it is felt that to make satisfactory final arrangements will not be easy. 25X1

6. As a result of prior correspondence between the Office of Training and FE, understanding was reached with FE that [ ] would be transferred to the jurisdiction of that office and that he would be assigned there upon his return to the Agency. FE requested that [ ] military training program be altered to exclude troop duty and to include airborne training at Fort Benning. [ ] program has been changed in conformance with FE's request. [ ] will be reassigned to CIA immediately upon completion of airborne training. 25X1 25X1

7. Files of two prospective candidates were reviewed; interviews were held with two prospective candidates. An action was requested at a GS-5 for [ ] 25X1 25X1

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